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**Study Period Work Guidelines for WAP Students**

Students studying a WAP HSC course must make a genuine attempt to complete course requirements. It is a matter for the teacher’s professional judgement to determine whether a student has made a genuine attempt to complete these requirements.

Students will be given weekly study period tasks of which they will be assessed on and given feedback on a regular basis. For distance students, these tasks would need to be shared via email, fax or other appropriate arrangement. Such tasks must be genuinely attempted by the student and submitted on time to complete course requirements.

If a student fails to genuinely attempt such tasks it may result in a warning letter being issued and ultimately an N-Determination.

**General Study Period Work Guidelines**

1. A maximum of 8 tasks per term may be issued (Example: 1 per week excluding the first and last weeks of the term).

2. Tasks may or may not be set during an assessment periods which may result in fewer than 8 tasks per term. Having an assessment task due for one course is not a reasonable excuse for failing to submit a study period task for another course.

***For example:*** *Students may have an assessment task due for English but are still responsible to complete study period tasks for Maths, Music and Art.*

3. If a student fails to submit 2 or more of the tasks each term without a reasonable excuse, a warning letter should be issued outlining what the student needs to complete to meet minimal requirements. From this point the same protocols for failure to submit an assessment task should be followed.

***For example:*** *If a student completes the first 3 study period tasks and then fails to complete the next 2, a warning letter should be issued outlining the tasks required to complete in order for the student to meet minimal course requirements.*

4. Students will use study periods productively to complete these tasks and any other assessments for their courses.

5. Study period tasks may or may not be included in the overall course assessment program.